

**Climate Resilience Zoning Task Force
City of Cambridge, Massachusetts**

Meeting #1

January 23, 2019 | 5:30 PM to 8:00 PM

City Hall, 795 Massachusetts Avenue, Cambridge, MA

Meeting Participants

Task Force Members present

1. Brian Goldberg - MIT Office of Sustainability
2. Conrad Crawford - East Cambridge/Cambridge Redevelopment Authority
3. Doug Brown (Co Chair) - West Cambridge
4. Iram Farooq (Co-Chair) - Cambridge Community Development
5. Jason Alves - East Cambridge Business Association
6. Jim Newman - Linnaean Solutions
7. John Bolduc – Cambridge Community Development
8. Kathy Watkins - City Engineer/Assistant Commissioner
9. Lauren Miller - CDM Smith
10. Louis Bacci Jr - Laborers Local 151/East Cambridge/Planning Board
11. Margaret Moran - Cambridge Housing Authority
12. Mike Nakagawa - North Cambridge
13. Mike Owu - MITIMCo
14. Nancy Donahue - Cambridge Chamber of Commerce
15. Ted Cohen - North Cambridge/Planning Board
16. Tom Chase - EnNew Ecology
17. Tom Lucey - Harvard University
18. Tom Sullivan - Divco West

Project staff and facilitation team members present

- Jeff Roberts, director of zoning and development
- Pat Field, Consensus Building Institute
- Ona Ferguson, Consensus Building Institute
- Elizabeth Cooper, Consensus Building Institute
- Nathalie Bouvet, Kleinfelder, Climate Change Preparedness and Resilience Planning lead consultant
- Eric Kramer, Reed-Hildebrand, Urban Forest Master Plan consultant

Other city officials present

- Dennis Carlone, City Council
- Quinton Zondervan, City Council
- Owen O’Riordan, Commissioner of Public Works

Next steps

- Task Force members
 - Review the materials provided by City staff and available on the project website: <https://www.cambridgema.gov/CDD/Projects/Zoning/climateresiliencezoning>
 - If you have any materials to share or contribute, send them to Jeff at jroberts@cambridgema.gov. Information can be linked to the web page where appropriate. Contact Jeff with any questions.
- Staff and facilitation team
 - Update the Operations and Work Plan document per task force discussion.
 - Confirm the date of the next meeting, which will take place in late February.
 - Post a meeting schedule in the near future,
 - Create and distribute a meeting 2 agenda and background materials.

Welcome – Doug Brown / Iram Farooq

- Reviewed the charge of the group and the history that led to the task force formation, including Doug Brown, et al., zoning petition.

Introductions – Task Force Members and Project Team

- Members shared a personal experience related to climate change. Experiences ranged from neighborhood flooding in Cambridge, to heatwaves in Norway, to wildfires in California, and included observations on human impacts, ecosystem degradation, and the evolution of local climate policy, among other reflections.

Task Force Operations and Process Protocols – Pat Field

- Group is advisory, intended to make practical outcome-oriented recommendations to the City Manager. Staff will be directed to develop recommendations into a zoning petition to go before the City Council.
- Questions/discussion with the task force:
 - Question about whether recommendations might be forwarded before the process is complete. If the group develops consensus recommendations on discrete topics that can be forwarded during rather than at the end of the process, the group may forward those.
 - Question about zoning process. Developing the zoning language will involve the City's Law Department. City staff will consult with the Law Department as recommendations are developed. When proposed zoning language is completed, it is filed as a petition to the City Council. Under Chapter 40A of Massachusetts Law, the petition will have public hearings at the Planning Board and the City Council's Ordinance Committee, which make recommendations to the full City Council. The City Council may choose to act or not act within 90 days of the Ordinance Committee hearing. If there is no action, the petition expires and can be refiled, starting the public hearing cycle again. From the time that the petition is advertised for public hearing, any development that is not already permitted

will be affected by zoning changes made as a result of that petition if it is adopted.

- If the Task Force needs additional information, the Co-Chairs and the City will make every effort to provide that information in a timely fashion. Additionally, the City will make every effort to provide necessary background information to members with sufficient lead time so that members can confer with their constituents prior to Task Force meetings.
- While Task Force members may informally and individually engage one another for relationship building, sharing of interests, and idea generation, all deliberations, detailed exploration, prioritization, and decision making should take place only at the Task Force meetings.

Interaction Between Task Force and City Council – Councillors Zondervan and Carlone

- Through periodic joint meetings with the City Council’s Health and Environment Committee and through other exchanges, the City Council will seek to remain up to date on the Task Force’s progress over the course of the year and will welcome early recommendations from the group.

Review of Work Plan – Jeff Roberts

- The first part of the year-long process will involve building a common base of knowledge among members on issues such as zoning basics, development occurring in the city and challenges related to development, flood resilience, heat resilience, and other topics, relying on the study that has already been done on these topics.
- The second half of the year will be focused on an iterative process of developing and refining proposals which would ultimately form the recommendations of the group.
- Distributed key materials for review by members:
 - Climate Change Preparedness and Resilience (CCPR) – Alewife Preparedness Plan (November, 2017)
 - Climate Change Preparedness and Resilience Handbook (November, 2017)
 - Douglas Brown, et al., Zoning Petition Materials (petition text, supporting narratives, CDD report, Planning Board recommendation)
- More work is forthcoming on resilience planning in specific neighborhoods as well as broader citywide resilience planning. Final CCPR report is due in summer 2019.
- Both flood and heat resilience will have dedicated meeting time, as well as integrated discussion on both issues through the entire process. The process will begin by building a common base of knowledge on these topics, then shift to discussing them in the context of proposal development.
- Question about time needed to adopt a zoning petition based on the group’s recommendations. 40A hearing process requires some time. The amount of time needed to develop the petition can vary depending on the complexity of the proposal and the components that need to be considered from a legal and policy perspective.

Generally, the more specific and clear the recommendations are, the easier it will be to implement as a zoning proposal.

Public comment

- Members of the public may submit comment in writing at any time, particularly if comments are lengthy or technical. Staff will collect and distribute written submissions to Task Force members periodically.
- Encourage a closer examination of the public meeting law requirements for the Task Force. More opportunities for members to communicate and build relationships informally could be beneficial and may not be in contradiction with those rules.
- Is there an email address to be made available to the public to submit comments and questions? Submissions may be sent to Jeff Roberts at jroberts@cambridgema.gov.
- Appreciation for the conceptual work done to prepare for the Task Force and for the thoroughness of the consensus process described by the facilitator. Hope that the facilitation team will help Task Force members balance their competing interests and reach agreement.
- Task Force encouraged to identify and advance recommendations as early as possible. There was strong public support for urgent and ambitious action on the matters of climate safety outlined in the Douglas Brown et al. petition.